

The **Dental Assistant**

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VOLUME I, NUMBER 8

A Dental Assistant's Prayer

God, for OUR LABOR—make us glad!!
May we all have clear eyes to see
The beauty of the service
Where we are called to be.

God, let OUR LABOR—be our joy!!
With happy hearts and faces bright.
The smiles of those about us
Will prove we serve aright.

God, in OUR LABOR—make us wise!!
With grace give us the wit to take
The gifts of growth we know
That new tasks for us make.

God, with OUR LABOR—make us blest!!
May we each day gain strength to face
The problems of our service
Here in this busy place.

God, for OUR LABOR—we give Thee thanks!!
Give us the faith to fully treasure
Our service so that we may fulfill
YOUR WILL—in fullest measure.

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The Dental Assistant

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The Dental Assistant

By Dr. W. N. Miller, Flint, Mich.

"THE ASSISTANT'S PLACE, OBLIGATIONS AND RIGHTS"

In summing up the modest scope of the dental assistant's field it has been stated that she is "Practically 100% responsible for the successful conduct of the dentist's practice aside from the actual dental work, and to some extent for this, as she can increase the dentist's efficiency by the intelligent assistance she gives at the chair." Now let's see just what that implies. It is not an idle statement and it comes from one who is an authority, whether you believe it or not. However, this does not mean that some young woman, inexperienced in a dental office, regardless of how competent a stenographer or secretary she may be, can start right in, renovating her employer's office and habits to suit her fancy, and expect to have an efficient practice inaugurated immediately.

Either one or both of two preparations must be made for the advent of a beginner into a smoothly operating office or the revival of an established practice to a new and higher plane. Like the evolution of the human race, the usual course by which dental practices mount the incline, from *Mediocrity* toward *Success*, consists of occasional revulsive periods followed by long intervals of apparent apathy. Either the dentist must adapt new ideas of office management to his own establishment and instruct the assistant in her share of the administrative responsibility involved or (as does happen sometimes) an assistant who has been employed in a dental office long enough to have a good knowledge of its peculiar problems, may come in contact with new ideas that sound like an improvement over those she is familiar with and ask permission and cooperation

from her employer to give them a fair trial. After the innovations have become routine and proven themselves valuable, it quite frequently happens that both dentist and assistant become alert to detect flaws in their organization and find themselves on the watch for new ideas. Quite human-like (and probably fortunately) the dentist hunts for discrepancies in the assistant's conduct and she in turn, unloads some of the pent up conceptions she has had or how he should conduct himself. Thus it seems that improvement is accomplished by a process of induction, and it progresses best when desired and contemplated by both dentist and assistant. Added stimulus can be obtained by visiting other dental offices; attending all meetings of their respective societies; joint meetings between dental societies and assistant's associations; reading the many books available, and joining, where possible, classes in the study of dental office problems. All of this is implied in the statement that the assistant is almost 100% responsible for the successful conduct of the practice. She must have the guidance of her employer in selecting the duties that become her province and his cooperation in maintaining her right to the responsibilities involved. By that I mean that he must not delegate any detail of administration to her and then usurp her authority when she is sometimes meeting difficulties in carrying it to a desirable conclusion.

To gain the experience necessary to properly fulfill her obligation in assuming the responsibility that should be hers the assistant will need to make several mistakes, some minor and some far from trivial. Even dentists make mistakes—in fact, expounding authoritatively here,

I have been forced to admit that I must make an allowance for a rare error to the extent that I now grant myself three mistakes a year. To be sure it is quite difficult to persuade me that I am mistaken in the months between August and December, for I find I usually have encountered two errors by then and cannot surely be wrong again, leaving myself so many months in jeopardy before time for my new quota. But I will not pursue this line of thought further. It seems to hold some hidden explosive quality that has often involved me in heated verbal arguments. So I say, let the assistant make some mistakes without "horning in" (as Mr. Webster says in his very best American)—let her prove to herself that "fire is hot" by "burning her fingers." She will in time become adept at meeting the many complicated situations that flash at her from every side, even the outside by phone. She will need a little time to acquire the proper judgment to successfully carry on under that "almost 100%" load. Now that we have seen to it that she is properly burdened, let us enumerate and elaborate at some length. There has long been a hackneyed phrase "Let the women do the work".

THE ASSISTANT'S QUALIFICATIONS

The first necessary qualification a young woman who aspires to become a competent dental assistant must have, is a natural antipathy for dirt and disorder. If she has been required to do her share of the routine of house work under some watchful eye, she will find that the years during which she toiled at the seemingly thankless tasks in assisting mother in the home or working for strangers, are to prove a distinct aid in this field. There is so much knowledge to be acquired that can be learned only in a dental office that the task of teaching one who is not a goodhousekeeper

becomes nearly impossible. If the office is always "spick and span" with furniture neatly placed and orderly, a few mistakes in strictly dental routine will not be noticed by the average patient. However, if the office is untidy and evidences of careless cleaning are apparent, the ability of this young lady in caring for the technical duties will be doubted by the observing woman patient.

In her personal appearance the assistant should be very careful to choose the type of gown which most becomes her style of architecture. Needless to say the outfit should be white, and if she finds a cap that enhances her attractiveness she may wear one. The idea that every assistant should wear a high neck, long sleeve gown and white cap is just as erroneous as that which prompts her to dress in party clothes. Let her make herself as neat and trim as possible in an ensemble which looks as if it were just made for her. We now have the assistant with the proper background and appearance to become a real asset to any office. The first thing required of her each day will test out her ability to chase dirt, and she will have to learn to accomplish this and a great many other tasks without soiling her hands or gown.

Care should be taken, except in impossible cases, to have the first patient appear half an hour after the assistant's time for the beginning of her day's work. No absolute rule can be laid down because the very nature of the service sometimes demands unusual attention, and there will be some patients who must be given an earlier appointment. Since the assistant is really a partner in the office, unusual demands may be made on her, and for the duration of that particular patient's services she may have to come to the office earlier or stay later. The same sense of responsibility which brings her to the office before the

usual time or keeps her in the office after the usual closing time, prompts the dentist to see that a proper recompense, either in time or salary, rewards her for loyalty to the good of the office. The assistant having made certain that every thing in the office shines with cleanliness, and, by opening her windows wide when first coming in, even the air which meets the first patient will have forgotten yesterday's staleness, giving them a sense of stepping into a clean place from the hall of the building which almost invariably possesses a distinctive odor, the scene is set for the day's activities.

THE VALUE OF PROPER EQUIPMENT

During any discourse on proper office-management, the advantage of having two operating rooms should be stressed. Here again we must acknowledge the benefit the office derives from the assistant's efficiency ratio. She can perform all of the duties delegated to her in the various instructions, only if she has the proper equipment and plan. The requirements enumerated here cannot be met except in the two-operating rooms (identically equipped) office which sees regularly not more than eight patients a day. With five to seven patients alternated between the two operating rooms, it is possible to add one hour to the dentist's time for which a fee is rendered and still leave an opportunity for the assistant to perform her duties as hostess in dismissing patients and giving them a card showing their next appointment. Many times the orderly but unhurried dismissal of a patient gives just the opening to accept a check, write a receipt, learn of a new patient whom the present one is sending in, or some other item of advantage and courtesy that makes the patient feel the definite air of competence you desire from the moment of arrival till the door is closed. The policy

of dismissing a patient with "Well Goodbye, Come Again, I must hurry," is in poor taste. Bad taste in any detail of the office is bad business. If an assistant has to prepare the operating room for the next patient how can she do the things required by courtesy as your guest leaves? In truth the patient should always be considered in the light of a guest more than as a customer who purchases a commodity. The courtesy as shown to guests also helps sell in the usual channels of trade; how studied then should be the art of courtesy, where the best sale is something intangible; a confidence; a worthy service expertly and expeditiously performed; an atmosphere that unburdens anxiousness and induces a sense of satisfaction. In the two-operating-room office the second patient is seated in the operating chair a minute or two (not ten) before the dentist leaves the first patient. The only time lost by the dentist is that required to walk from one room to the other and a "wash-up" at the lavatory. This washing minute can take care of the greeting, the weather and any other of the commonplace remarks which we know so well. In the meantime the assistant has performed her duties in seeing that the comforts of the first patient are met as only a hostess can. It makes a lot of business difference whether the woman patient can obtain direction and access to the rest-room from the attending assistant, or has to come to the door and ask a hurried "office girl" for her key in the presence of the dentist and the waiting man or woman. The unseen, unheralded courtesies are the ones that count. After the proper obligations to the first patient have been properly met, the assistant can remove every vestige of occupancy from the first operating room, not exactly at her leisure, but in an orderly manner and unhurriedly.

Is the aforementioned too much emphasis on a single detail of practice? No, I think not. Why? Here is the answer. The saving of an hour a day means at least your assistant's salary. Twenty-five dollars should be the minimum that an average of five hours per week represents in fees and incidentally it should be the minimum at which a competent assistant could be employed. Since an assistant can do four times as much to help and save time for a dentist with two operating rooms handling eight patients, as she could in a single operating room handling fifteen patients daily, the ratio of advantage mounts surprisingly. Any assistant who is a good housekeeper will keep a list of all ordinary supplies needed and can attend to the ordering of them as needed.

TACT AND POISE

In meeting the public successfully these two attributes are of prime importance. Every dentist who has stepped very far above the middle ground has developed a personality that attracts a certain group of people about him. The dental assistant can be an additional attraction to his office if she learns to meet the same people her employer pleases, and be liked by them. Any girl of ordinary intelligence can learn to talk and act tactfully and can develop a degree of poise and self-confidence that will gain for her the respect of the patients she meets, and create a good impression of the dental office she is employed in when she meets strangers. It frequently occurs that the young dentist when employing his first assistant, chances to find a girl of exceptional natural intelligence and good home training; such a one is often a tactful, steadying influence that keeps the office routine from "squeaking" and really teaches the young dentist, by example, many of the fine points in getting along

smoothly with people. She is usually not appreciated until her place is vacant and it becomes necessary to fill it.

In detail the evidence of tact and poise are a confidence of bearing, definite but unhurried speech and actions, knowing when to say a pleasant greeting or adieu, and above all knowing when to keep still. Remember this—"To be a good listener is to be the most subtle of flatterers." The tone of the voice should have a cadence that is distinctive. The assistant should practice talking to herself aloud in finely modulated tones; slowly, distinctly, and in volume just below ordinary conversation. Loud tones are necessary in speaking before large audiences or at least were necessary before microphones and amplifiers were available. Some parents and preachers and teachers and essayists attempt to impress their authority and convictions on their listeners by raising the voice and shouting, but I tell you—"Greater emphasis is found in a whisper." The really competent assistant will have cultivated a distinct, resonant quality to her voice and will have learned to speak accurately in phone or personal conversations. Loud words and gushing phrases should never be heard in a business office. Sincerity in greeting a patient, plus a proper interest in some phase of the patient's activities is sufficient contact to meet the regular patient. For the new patient, sincerity in assisting him or her to become acquainted in the new surroundings is all that is required.

There are certain questions that must be answered when a stranger presents for the first time. The wise dentist will train his assistant to ask the questions as accurately as he wants the answers recorded. Listen to this illustration:

"Didja wanna see the Doctor?"

"Whut sh—yer name?"

"Who referred ya?"

"Teeth hurtin' now?"

"What's yer address?"

"Hev ya gotta phone?"

"Got yer x-rays with ya "

"Sit down in there Doctor'll see ya in a minute."

If a patient has called on the phone having never seen either the dentist or his excellently appointed office, what do you think of the impression this careless tongued girl would leave? Let us hope that the loyal patient who referred this new one used some strong arguments to off-set this clumsy approach. When a stately southern gentleman was reproaching George Washington Jones for an error of omission he said, "George how can a boy like you get so infernal lazy?" Sheepishly George answered, "Ah doan know Marse. Les it is that lazy is whut ah gits most of first." The same might be said of the majority of us with regard to weakness conversationally. Learn to have a "change of pace" which is baseball's colloquialism for adapting your delivery to produce the most devastating effects on the recipient. If a pitcher who loses his concentration to do the right thing in the "pinches" can throw away a ball game when eight other men are doing their best to win, what chance has a dental office to reach its proper plane in the community with an assistant who does not study her responsibilities and develop adroitness in her conversation?

It is not within the province of a writer or talker to enumerate specific details because the duties of an assistant in several successful men's offices may vary a great deal. There are numerous combinations of working schemes that produce good results. It is not so essential just how the minutely related tasks are accomplished, as it is to know that a satisfactory delegation of responsibility has been decided upon and that both dentist and assistant understands his or her duties. One dentist requires a great

deal of help while operating at the chair. His assistant may have to hand him almost every instrument. Another man wants every instrument at his fingertips in a cabinet placed close to his side so that he can reach any one without taking a step. He requires assistance then only when another hand is needed not just to relay things. Because I belong in the latter class my guess is that the assistant under these conditions can become of much more general use and value. I would think that the first man mentioned would need a general assistant in addition to the one especially trained to assist at the chair. It would be utterly impossible for my assistant to do the things required of her and also help at the chair regularly.

In view of what I have written my advice to assistants is to be constantly watchful of her own and her employer's actions. If she will thus concentrate on each detail as required in her office, she will find many opportunities for self-improvement and increasing her value.

Think out your problems.

Read all you can.

Pick up ideas from your associations and

Be on the job always.

Emerson urges you on in this way:

In life's *small* things be resolute and great

To keep thy muscles trained. Knowest thou when Fate

Thy measure takes? Or when she'll say to thee,

"I find *thee* worthy, do *this* thing for me?"

"Industry — economy — honesty — and kindness — form a quartette of virtues that will never be improved."

—JAMES OLIVER."

"Personality"

By Frances M. Austin, Wilkes-Barre, Pa.

President, Luzerne Co. D. A. Assn.

Personality as Webster defines it, is that which makes a person.

We are all born with a charming personality, but very few retain it due to losing that which we were unconscious of in childhood.

The fundamentals of a personality are—loyalty—initiative—efficiency—enthusiasm—personal appearance—courtesy—diplomacy—cheerful disposition—ambition—memory—originality—intuition—pleasing voice—self-confidence.

Loyalty—not only to employers and others, but to yourself. From Sir Richard Burton's "Ka-si-dah" comes—

"Do what thy manhood bids thee do, from none but self expect applause. He noblest lives and noblest dies who makes and keeps his self-made laws."

Initiative—is more than a notion. Almost any ignorant individual may have false notions of obligations or duties. Initiative means a practicable, workable idea thought out, plus the power of commencing. Initiative comprises both thought and action; that is why it is so precious. Thought alone is for the dreamer. Action without thought, almost inevitably spells quick disaster.

Efficiency—isn't so much doing a thing in the shortest possible time as it is doing that thing when it is supposed to be done.

Enthusiasm—is an important factor in the successful development of a pleasing personality. "Ability without enthusiasm and you have a rifle without a bullet." Enthusiasm is contagious—efficiency itself is dependent upon enthusiasm. The secret of eagerness and enjoyment lies in interest, and interest is dependent on knowledge gained by study.

Personal Appearance—an employer once said, "To me, slovenly dress is an indication of a slovenly mind; I should not expect exactness and order of a man or woman who is careless of his or her dress and indifferent to cleanliness."

Courtesy—one good turn develops your power to do two more gracious acts. Two obliging favors fit you to turn in and do four more. When we define courtesy carefully, we are inclined to think of it in this way; courtesy is a counter-irritant. Courtesy is doing a kindly act pleasantly. Courtesy secures or insures more comfort for all concerned. Courtesy is civility, the lack of it incivility. Courtesy is the greatest beautifier known. A chronic crank looks sallow.

Diplomacy—if not in accord with everyone, try keeping quiet. If verbal acknowledgement is necessary pass it off tactfully without sarcasm. Sarcasm ruins many an otherwise wonderful personality.

Cheerful Disposition—good humor is fruitful in smiling ideas, in pleasing prospects, in hopes. Gaiety clears the spirit while being dismal, clouds it.

Ambition—we all have a main motive in life and if it requires time for you to think of your main motive—if you cannot readily tell the one big ambition in your life, it may be that you lack a real objective. If so, stop right now and get your ambition straight, then let it spur you to every effort, but never build too much on any thing, for we hourly meet with disappointments in both great and small things.

Memory—concentrate upon the subject or object at hand making a fixed picture or impression upon the mind.

Originality—there is no current thought that is not an ancient mummy wrapped in the cloak of modern phraseology. All the originality that is possible lies in the new treatment of old themes.

Intuition—have an insight into the future, anticipating the likes and dislikes and abiding by them.

Pleasing Voice—you can close your eyes and by the tone of another's voice tell exactly what is back of all that is being said by that person. A dog is inclined to be suspicious of a stranger until that stranger speaks. As soon as the stranger speaks, that dog will either wag his tail or raise the hair on the back of his neck. The tone of the stranger's voice will influence that dog to be friendly or ready to fight.

Self-Confidence—to believe you cannot do a thing is one sure way to make it impossible—for you.

Other Ways to Develop a Pleasing Personality.

1. When you talk to a person, hear what he is saying with your mind.
2. Make the other party talk by asking intelligent questions.
3. When meeting strangers, find their interests, by getting them to talk.
4. Find out what other people like to talk about and talk about that.
5. Forget yourself and become interested in other people. People are more interesting than anything else in the world.
6. When you argue try and get at the truth and be glad to acknowledge that the other person has given you a new idea.

Twelve things to remember:

1. The power of kindness.
2. The worth of character.
3. The joy of originating.
4. The pleasure of working.
5. The dignity of simplicity.
6. The success of perseverance.
7. The influence of example.
8. The virtue of patience.

9. The wisdom of economy.
10. The obligation of duty.
11. The value of time.
12. The value of experience.

Rudyard Kipling sums up personality very beautifully in the following poem, which we all know:

"IF"

If you can keep your head when all about you
Are losing theirs and blaming it on you;
If you can trust yourself when all men doubt you,
But make allowance for their doubting too;
If you can wait and not be tired by waiting,
Or being lied about, don't deal in lies,
Or being hated don't give way to hating,
And yet don't look too good nor talk too wise;
If you can dream—and not make dreams your master;
If you can think—and not make thoughts your aim,
If you can meet with Triumph and Disaster
And treat those two imposters just the same;
If you can bear to hear the truth you've spoken
Twisted by knaves to make a trap for fools,
Or watch the things you gave your life to, broken,
And stoop and build 'em up with worn-out tools;
If you can make one heap of all your winnings
And risk it on one turn of pitch-and-toss,
And lose, and start again at your beginning
And never breathe a word about your loss;
If you can force your heart and nerve and sinew

To serve your turn long after they
are gone,
And so hold on when there is nothing
in you
Except the Will which says to them:
"Hold on!"
If you can talk with crowds and keep
your virtue,
Or walk with Kings—nor lose the
common touch,

If neither foes nor loving friends can
hurt you,
If all men count with you, but none
too much:
If you can fill the unforgiving minute
With sixty seconds' worth of distance run,
Yours is the Earth and everything
that's in it,
And—which is more—you'll be a
Man, my son!

(Read before the Luzerne Co. D. A. Assn., March 18th, 1932)

Gold Inlays

By Marion E. Jocelyn, Philadelphia, Pa.
Member of Philadelphia Assn. of Dental Nurses

In the presentation of this paper it is my purpose to acquaint you with a short simplified method for the casting of gold inlays, one that permits the use of all the valuable information you have learned regarding the contraction of gold, the application of the heat and the variations of the different investing materials.

The procedure can be properly called the direct-indirect method for it has incorporated in it the advantages of both the direct and indirect method. This is aptly demonstrated by making use of the bite and contact point that appears on the directly carved wax to avoid the necessity of mounting the die on an articulator.

These steps follow in order after you receive the compound impression of the cavity and a wax impression of the latter, roughly carved, which registers the bite and the contact point.

Surround the copper band containing the impression of the cavity with a thin sheet of wax. This provides or forms a well. Fill with plaster a metal or rubber ring, which has previously been oiled and immerse waxed copper band in the plaster, to the level of the ring. A metal ring is to be preferred because

it permits of much more pressure in the packing of the die.

The die is then prepared. Pack firmly and insure the filling of the impression. The die is then permitted to stand for three hours before it may be removed from the plaster and then the compound removed from it.

The die is then oiled and wax showing contact point and bite is placed on the die. The wax pattern is then carved and contoured, care being taken not to disturb the contact point.

The wax pattern is then invested. Anyone of the many standard investment materials may be used with satisfactory results provided the manufacturer's technique is carried out. When the wax pattern has been invested, 15 to 18 minutes, it is ready for burning out. Usually it requires from 25 to 35 minutes for wax elimination depending on size of wax pattern.

The inlay should be cast immediately upon complete elimination using a standard gold.

This as you have seen eliminates several steps required in other techniques and shortens the time spent in the laboratory.

Milestones

by Grace H. Asplind, Minneapolis, Minn.

President's Address given before the Annual Meeting of the Minnesota D. H. & A. Assn., February 25th, 1932)

The Minnesota Dental Hygienists and Assistants Association has reached another milestone in its existence, the eleventh year. It is said that rather than observe birthdays as the accomplishment of another year of time, we should measure out our lives as so many years accomplished, with worthwhile achievements. Ten years have passed since the present association became incorporated and it now has a membership of 128, with three district societies, and associate members throughout the state where district societies are not established.

The first organization of dental assistants in this state was started in St. Paul in December, 1919 when a group of assistants met for the purpose of forming a society. In January, 1920 at the next meeting of this group, the name of the St. Paul Dental Assistants was adopted. In July 1920 a similar organization was formed in Minneapolis under the name of the Minnesota Dental Nurses and Assistants Association and the membership was open to all assistants employed by ethical dentists, and articles of incorporation were filed.

In February, 1921 at the annual meeting of the Minnesota State Dental Association, these two groups held clinics jointly and merged at a meeting held after the clinic session, adopting the name—Minnesota Dental Nurses and Assistants Association; the two groups operating as district societies for the following year. Amendments to the articles of incorporation were adopted which provided for the establishment of district societies throughout the state, at the state meeting held in Minneapolis in February, 1922.

In April, 1919 an act to provide for the licensing of dental nurses was passed by the Legislature, which was sponsored

by the State Board of Dental Examiners and which was incorporated in the State Dental Law by the Legislative Committee of the Minnesota State Dental Association. In 1927 a similar act was passed by the Legislature for the licensing of Dental Hygienists, the law being changed to read dental hygienist instead of dental nurse as formerly.

In July, 1926 our Association became affiliated with the National Association known as the American Dental Assistants Assn., with a membership of seventy. We have remained members since that date of affiliation and have been represented at the national conventions of that body which meets at the same time and place as the American Dental Assn., with at least one delegate and a clinician every year. Many obstacles have been surmounted; many more still lie in our path. May I ask you all to put your shoulders to the wheel, in this, our earnest endeavor to further the aims and ideals of our Association. Our aim and object is to maintain a worthy standard of education and knowledge among dental assistants, and it is an established practice with us to present clinics by our members at the time of the annual state meeting as well as to present papers, and to have lectures and addresses by prominent members of the dental profession.

When we speak of ideals we frequently think of something far away and unreal, not of something practical to be "lived up to." But we must have ideals to improve ourselves. The good things which we have when we are together, necessary and invaluable as they are to our happiness and existence, are not enough. We must have a deeper motive than mere pleasure to hold our organiza-

tion together. Our ideals are proclaimed by the American Dental Assistants Association's Emblem, which typifies their cornerstones — "Education, Efficiency, Loyalty, and Service." Bounding a field of dental health service they provide a foundation upon which every conscientious dental hygienist and assistant can build a most worthy profession. Our motive we find in *Service*. Service may be likened to a game. We may not all be asked to play in the game—probably we are not capable of playing; but we should all play in the game called "Service". It is not a question of "Shall

we play?" but "How shall we play?" Also in our Service game we must try to see that we play "fair, square, every-time, everywhere."

I have the faith that the Dental Hygienists and the Dental Assistants of today will find the way, striving to elevate the standard of their calling and having a purpose in upholding the ideals and principles of their association, bearing in mind that service brings achievement. The road to success is to forget yesterday, do our best today, and attain great things tomorrow.

"The British Empire Convention"

For the first time in the history of Dentistry, a joint convention is being held at which dentists and dental assistants from all parts of the British Empire will meet and discuss problems of common interest. The place will be the beautiful Royal York Hotel in Toronto, Ontario, Canada, and the time, the week of August 8th, 1932.

It is of peculiar interest to dental assistants, as it marks the first convention of the first Provincial (or State) Assistants' Association to be organized in Canada—The Ontario Dental Nurses' and Assistants' Association.—Formerly, the dental assistants of Ontario met annually at the time of the Ontario Dental Convention, as guests of the Dental Nurses of the Royal College of Dental Surgeons. Then, through the inspiration and effort of your beloved founder, and our friend, Juliette A. Southard there was formed in 1927, the Toronto Dental Assistants' Association, the first of its kind in Ontario. For three years this association and the Dental Nurses' Alumnae had joint charge of the meetings, but last year a new association came into being, consisting of the Dental Nurses' Alumnae and the seven local Dental Assistants' Associations which had in the interval been formed in various parts of the province.

It is unique that this first Provincial Convention should be hostess to Assistants from all parts of the Empire, and we want all American Dental Assistants to know that a very hearty invitation is issued them to be present at this time also. Any assistant having the month of August as vacation, and feeling she can spend a few days of it in Toronto, will be received most cordially, and will make the Convention of International, as well as Empire, importance. To have you there, will make our dream of an International Dental Assistants' Association seem infinitely nearer reality!

The Committee in charge are arranging a splendid program of both professional and social activities, not the least of which will be an opportunity of seeing our city at its best. Remember the dates—August 8th to 11th. Notify the Billeting Committee NOW to arrange reservations for you. (Address Miss Jessie Brown, 125 Lawrence Ave., Toronto).

MARION EDWARDS, R.N.,
President, Ontario Dental Nurses' & Assistants' Assoc.

What Do You Read?

*"Tis knowledge we seek. With
knowledge comes success"*



If the dental assistant would intelligently perform the duties of her service to the dentist and patient, she should have a broad acquaintance with all matters that affect the dental profession as well as those that pertain directly to the practical phases of her work. Nothing will aid her more to understand what the dentist is trying to accomplish in health service, and the part she plays in rendering that service, than well directed reading. The following current articles are suggested:

Journal of the American Dental Assn.

	June
"What Do We Know About Dental Caries?"	Page 903
"Manipulation of Food in the Control of Dental Caries and Systematic Pyorrhea"	Page 963
"Dental Porcelains"	Page 1021
"Accepted Dental Remedies"	Page 1045
"More Misbranded Dental Nostrums"	Page 1052

The Dental Cosmos

"Dental Organization"	Page 582
"Oral Deformities Associated with Impaired Hearing"	Page 590
"A Study of the Toothbrush"	Page 601
"Reaction to Color in Operating Room"	Page 613

Oral Hygiene

"My Life in Dentistry" Chapter I.	Page 1104
"The Dental Dispensary and Oral Hygiene Movement"	Page 1129
"The Toothbrush: Is It or Is It Not?"	Page 1137
"In Times Like These, Why Dentistry?"	Page 1144
"The Question of Dental Commodity Prices"	Page 1171

The Dental Digest

	May
"Infections of the Mouth"	Page 170
"A Dental Kink" (Practical Suggestion)	Page 174
"Dental Assistants and Secretaries"	Page 180
"Radiodontia During Childhood"	Page 181

"T. Natsissa Latned"

COMMENT

We especially call attention to the article in Oral Hygiene, Page 1104, entitled "My Life In Dentistry" by Dr. C. N. Johnson, M.A.; L.D.S.; M.D.S.;

F.A.C.D.—We quote, "This is the human story of the best loved man in dentistry who tells gaily of his humble early days." Dr. Johnson is an Honorary Member of the American Dental Assistants Association and a true friend of all dental assistants. Would it not be nice if our members and readers would send him a greeting and a few words of appreciation for his interest and friendship, c/o American Dental Assn., 212 E. Superior St., Chicago, Ill.—One of Dr. Johnson's favorite quotations is:

"So many dogmas, so many creeds, so many paths that wind and wind,
When just the art of being kind is all this old world needs."
Would that we had more kindness of the Dr. C. N. Johnson brand.


(J. A. S., Editor)

GERMS

What next?—Listen to this my fellow "compadres"—What's "compadres?" You've been called all kinds of names but never that before.—Well, if you must know, it means "companions." All right I'll talk American, but why don't you all learn to say beans in some other lingo, it comes in handy when you want to make a speech. What's "lingo?"—shush, don't interrupt me again. So, as I started to say, I've just read an article on recent discoveries in science and this met my eyes "Biologists now are able successfully to interchange the heads of living insects, and also make a long worm out of two short ones by cutting one in two and grafting the body of another between the two halves." Are you sorry or glad that you are not worms, or insects? But thinking this over seriously, it might be very helpful to be able to have one's head changed.—I know a lot of people who could have it done to advantage, and as for being "elongated" through grafting, it's better than being jailed. What do I mean, jailed? Haven't you ever heard of people being sent to jail for grafting.—Oh, when you go to jail it ain't that kind of grafting—it's the kind that the Goofsetter Committee has been investigating. Thanks for the info.—What do I mean by "info"—well, thanks for the knowledge imparted.—By the way what do you want to do about *your* head? Do you want it changed?—You would rather see the heads of some of our public officials changed.—So would I, but that's another tale.—What kind of a tail? I didn't say "tail", I said "tale".—T-A-L-E, a figment of the imagination, not a hirsute appendage.—You think I should have *my* head changed—now you're getting personal. . . . Gracious!!!! Here's that D.A. again, she's on the rampage; somebody told her about a new way to sterilize the saliva ejectors, so we've got to move again. Gee!!

Life is one darn move after another these days, but I have my eye on a nice place, come on follow me, they don't use the old gold plugger anymore, it's in the drawer below. See you later.

Yours for the same old bean,

Ivory notwithstanding, —SPIRO KEET. 

The Dental Assistant

A Monthly Publication

A Journal for Dental Assistants Devoted to Their Interests and Education.

All communications for publication must be in the hands of the Editor on or before the tenth of the month previous to publication. Publication of statements, opinions, or other data is not to be understood as an endorsement of same by the magazine or its publishers.

NEW YORK CITY, JULY, 1932

EDITORIAL DEPARTMENT

ARE YOU TRAINING YOUR MIND?

It has been said that "A workman cannot do fine work unless he has fine tools"—This saying can be applied to the dental assistant as regards her mental alertness. Dull senses make dull thinkers; so let us cultivate the sense of observation. Let us not see things generally and vaguely, but let us observe them accurately and in detail, then we will be training our minds.

Mind training is a part of "mind health" which is known as "mental Hygiene". The practical purpose of "mind training" is to keep us mentally fit. You have no doubt at some time or another, met an individual whom you thought very intelligent, but somehow this individual did not seem to "get along", and you wondered why? Then again you have known people who had not had all the advantages they would have liked for the gaining of knowledge, but these people "got along" beautifully. This is no doubt due to the fact that the "mind" means more than so called "intelligence", and more than being just "bright" or "stupid". The mind makes your decisions, solves your problems, frames your plans, carries them out.

Mind health is concerned with the "pep to go", the enthusiasm, the love that you put into your work, your disposition, your good cheer, or your fretfulness; it is the part of you that makes yourself and others happy or miserable. It tells you how to use your energy, and when in doubt it signals when to stop. It tells you how to develop what powers you have, how to meet other people and how to get along with them. In our profession, to train our mind is indeed important, we not only want to be "mentally fit" but worthy of our title "The Dentist's Assistant".

FLORENCE D. CLARK
Brooklyn, N. Y.

Do Your Part

There is no message which can be more individually applied than the admonition "Do your part." This does not mean a sacrifice of money, for money cannot buy some of the most essential things of life. When the heart is sad and heavy with nothing but clouds in sight, a cheery word accompanied by a sympathetic smile, dispels the gloom, and the world is bright again. Our daily life is such a busy one, we are apt to rush past many opportunities for spreading sunshine and happiness, without realizing it. How often it lies in our power to extend a hand clasp, write a cheery letter, or listen to a woeful story, and thus with understanding and sympathy be able to bring back the laughter to the eyes and sunshine to the heart—and what a satisfaction to do so.

Everyone has responsibilities and if each one does their part in fulfilling them, the world is made a brighter place to live in. How great are our opportunities and what a broad field we have in which to work. Let us cultivate the habit of being "Pollyannas" and encourage the confidence of others less fortunate than ourselves. Never flatter, but encourage; what one needs is good advice or helpful criticism, and, given in the proper spirit, it will be accepted as such.

In the present condition of the world's affairs, a word of encouragement and of hope will go a long way to brighten the path of many of our friends and acquaintances who have felt the hand of disaster or financial distress. Shed a sun-beam where ever you go. Do your part.

ROBINA A. McMURDO.

"Twelve Things to Remember"

"The Value of Time . . . Success of Perseverance . . . Pleasure of Working . . . Dignity of Simplicity . . . Worth of Character . . . The Power of Kindness . . . Influence of Example . . . Obligation of Duty . . . Wisdom of Economy . . . Virtue of Patience . . . Improvement of Talent . . . The Joy of Originating."

Submitted by ESTHER KAHN,

Member of E. & E. Society, N. Y. City.

Special Issue of "The Dental Assistant"

The E & E Society for Dental Assistants, 1st District N. Y., Inc. will dedicate the next issue of "The Dental Assistant" as a tribute to the Eighth Annual Meeting of the American Dental Assistants Association, and it will appear about August 22nd, 1932, combining the August and September numbers. We invite every society affiliated with the A. D. A. Assn. to contribute a notice or brief message, which must be received by the Editor on or before July 25th. We anticipate a 100% response—do not disappoint us.

—JULIETTE A. SOUTHARD.

THE QUESTION BOX

Elizabeth V. Shoemaker
Kew Plaza, Kew Gardens, L. I.

- Q. *What method other than boiling is used for hypodermic needles?*
- A. According to the best authorities, Platinum iridium needles are the proper ones to use at all times, therefore we will only consider their sterilization. The Mandibular needle should have a movable guide which should be boiled with the needle and syringe in one of the special small sterilizers for that purpose. Use ordinary water with NO Bicarbonate, as soda attacks glass and injures the novocain solution. When the syringe, needle and guide have been boiled five minutes they are allowed to remain in the sterilizer until needed. This sterilizes the needle hub. The platinum needle itself is sterilized instantly and absolutely just before using by passing it through the alcohol flame.
- Q. *I keep a small bottle of distilled water in the cabinet, filling it when necessary from a supply demijohn. Why does this become putrid at times though contents of demijohn is clear and odorless?*
- A. The small container or the cork was contaminated. Both should be boiled and dried before using. Distilled water is simply H₂O and keeps indefinitely unless some foreign matter is introduced.
- Q. *How does one remove teeth and gold from Vulcanite Partials?*
- A. If the teeth and gold are to be preserved, cover both with wax and then pass plate thru gas flame and loosen teeth and gold attachments slowly.
- Q. *What color scheme would you suggest for the walls of an operating room with an Eastern and Northern exposure?*
- A. Light buff walls are good for this exposure as warmth is needed and the working hours with the morning sun short.
- Q. *May X-Rays be left over nite in the fixing solution?*
- A. Films should not be left in the fixing solution over nite, or any longer than ten minutes which is the time necessary to set the emulsion on the film.
- Q. *Please give the solutions for correcting Overdevelopment and Underdevelopment of Radiographs as shown at the State Dental Society in Albany, May 12th, 1932. This Clinic was given by the E. & E. Society for Dental Assistants of New York City.*
- A. For *Overdevelopment*: Soak 20 minutes in water at 65 degrees. Then immerse in the following solution: water 6 ounces (65 degrees) Hypo ½ ounce. 20 drops of Saturated solution of Potassium Ferricyanide. Put this mixture in a developing tray and place films in it. Rock gently until negatives have been reduced to desired density. Wash in running water ten minutes.
- For *Underdevelopment*: Place films in tray and pour over sufficient intensifier to cover allowing it to act until films are an even color. Intensifier can be purchased in stock.

We invite our readers to send in questions and suggestions. Personal replies will be sent upon receipt of self addressed and stamped envelope. Data must be received the 8th of the month for the issue of the succeeding month.

HERE AND THERE

Robina A. McMurdo
140 East 80th St., N. Y. C.

American Dental Assistants Assn.

Eighth Annual Meeting, September 12-15, 1932, Buffalo, N. Y. General Headquarters at Hotel Lafayette, where all members are requested to register. Plan NOW to attend this meeting as a part of your vacation. The splendid educational programs, conference luncheons and other interesting features—and a trip to Niagara Falls as a climax, should prove a strong incentive to attend this meeting. Dentists, Dental Hygienists, and Dental Assistants will be made cordially welcome.

RUTH F. ROGERS, *Pres.*

RUTH M. CLARK, *Gen. Secy.*

Suite 1-4 Scofield Bldg., Minot, N. Dakota.

American Dental Hygienists Assn.

Will convene for its ninth annual meeting in Buffalo, N. Y., September 12th to 15th, 1932. A varied and interesting program is planned. A cordial invitation is extended to dentists, dental assistants and dental Hygienists.

EVELYN GUNNARSON, *Pres.*

475 Fifth Ave., N. Y. City.

Dental Assts. Study Club of Bklyn.

The society has adjourned for the summer, but will reconvene for their next season's activities on Friday evening, October 21st, 1932, at 62 Hanson Place, Brooklyn, N. Y.

MARGUERITE W. SIMPSON, *Pres.*

103 Pierrepont St., Bklyn., N. Y.

Luzerne Co. Dental Nurses Assn.

The next meeting will be held on July 11th, 1932, at the home of Dr. J. B. Reynold, Cottage Falls, Pa., where the members have been invited to spend the week-end.

DOROTHY SILSBY, *Pub. Chm.*

108 Elizabeth St., Wilkes-Barre, Pa.

Pasadena D. A. Assn. (Cal.)

The society will begin their fall and winter season of activities on Thursday evening, October 13th, 1932. Place of meeting in later issue.

FLEY R. JUNG, *Pub. Chm.*

409 First Trust Bldg., Pasadena, Cal.

Connecticut

A new society has been organized in Bridgeport, Connecticut. For information address Florence L. Steele, 783 Hancock Ave., Bridgeport, Conn. We hope the members of the A.D.A. Assn. who read this will write Miss Steele and offer their help and encouragement.

Peoria, Illinois

We are glad to announce a recently organized society for dental assistants at Peoria, Ill., the "Peoria Dental Assistants Society". Write to Katherine Carr, Trustee of the 6th District, of the A.D. A. Assn., 7056 N. Damen Ave., Chicago, Ill., under whose jurisdiction this group was organized, if you desire further details.

This department is devoted to ALL the societies affiliated with the American Dental Assistants Association, who are URGED to send in news items each month. We also will be pleased to publish items of interest from the dental societies and from the societies for dental hygienists. Data must be received by the 8th of each month for the activities of the succeeding month.

E. & E. Society for Dental Assistants

1st District, N. Y., Inc.

A Message

Dear Members:

As president of The E. & E. Society for the coming year, I desire to thank the members for the honor they have bestowed upon me, and for the confidence which they have placed in me. We all realize that the past year has been one of the most trying in history, and that the coming one may be a year that will require all of the courage and fortitude that is in us.

Our Society stands for Education and Efficiency, and as in all activities the standards and requirements of education are raised nearly every year, and there is more and more demand for the trained mind and the skilled hand, let us get together on our Educational and Clinic programs, let us study our weak points and make note of them, so that when we receive our Class Questionnaire we will know just what we want in the way of classes and lectures.

Dr. A. E. Webster, of the University of Toronto made the statement when he spoke before The Dental Assistants Association at Albany that, "When you standardize education, you limit education." The training for the dental assistant has not been standardized; therefore, there is no limit to what we may study and develop in our society, or to what heights we may soar, so let us make our next season a term of study and development, and strive for one hundred per cent attendance at meetings, classes, and clinic club, so that at

the end of the year in May, 1933 we may find ourselves better equipped to fill our respective positions.

Let us ALL work together to attain our object.

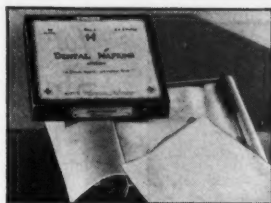
ROSEMARIE CORNELIS,
President.

"Another Message"

Greetings:

Throughout the ten years existence of the Educational and Efficiency Society for Dental Assistants, 1st District, New York, it has, as one of the first of the dental assistants organizations, been ever eager to point the way for other local societies and to pioneer for the future achievement of the American Dental Assistants Association. Consequently we cannot be surprised at the generosity of the society in making its tenth birthday gift one that might be shared,—a journal for dental assistants. In sponsoring "The Dental Assistant" you have made us conscious again of new fields to conquer for the A. D. A. A. We appreciate your foresight in making this publication of national character and appeal. We are proud of its cover with its suggestion of our calling, and its alert, attractive arrangement, as well as the excellent articles that have appeared each month. May success be yours in your courageous project.

Sincerely yours,
RUTH F. ROGERS,
President,
A. D. A. Assn.

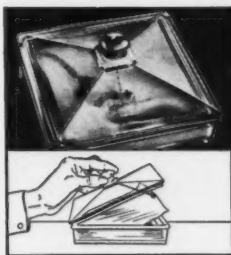


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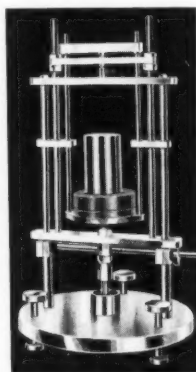
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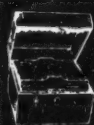
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